

CITY OF RIVERSIDE

7235

12/19/05

HUMAN RESOURCES DEPARTMENT

Revised

CLASSIFICATION SPECIFICATION**TITLE: UTILITIES POWER SCHEDULER/TRADER****DEFINITION**

Under general supervision, to forecast and monitor short term system load requirements and meet these demands by economic utilization of power resources; to purchase and market electric energy within contractual guidelines; and to do related work as required.

REPORTS TO: Utilities Power Scheduler/Trading Manager

SUPERVISION RECEIVED AND EXERCISED

Receives general supervision from the Utilities Power Scheduler/Trading Manager. May exercise general supervision over subordinate personnel as assigned.

EXAMPLES OF DUTIES

Typical duties may include, but are not limited to, the following:

- Prepare and issue daily, monthly and annual load schedules to meet system requirements.
- Forecast near term system requirements.
- Dispatch system power resources economically.
- Arrange for and pre-schedule power load requirements with other resource agencies.
- Verify all system loads delivered from other resource agencies.
- Initiate Electric Peak sharing programs to maximize savings for Utility customers.
- Maintain records, prepare electric load production and financial reports in monitoring system loads, and verify costs of power delivered by various suppliers.
- May write or participate in the writing of computer programs for forecasting, scheduling and costing electrical power system requirements.

QUALIFICATIONS**Knowledge of:**

- Methods, practices and techniques of forecasting electric system requirements.
- Power contracts, i.e., firm purchased power, economy energy, short-term capacity.
- Power production, scheduling the use of wholesale power and rate structures.
- Industry control area management practices.

Ability to:

- Prepare electric system load schedules and usage forecasts.

- Utilize most economical electrical resources for system requirements.
- Understand computer programming for forecasting, rescheduling and pricing electrical power requirements.
- Maintain records and prepare electric load accounting and statistical reports.
- Communicate clearly and concisely, orally and in writing.
- Establish and maintain effective working relationships with utility representatives providing electrical energy to meet Riverside's requirements.

Education and Experience:

Any combination of experience and education that would likely provide the required knowledge and abilities is qualifying. A typical way to obtain the knowledge and abilities would be:

Education: A Bachelor's Degree in a related field. Up to four years of education may be substituted on a year-for-year basis by additional qualifying experience or experience in electric utility power planning, operations and/or dispatch of power supply resources.

Experience: Two years of experience in generation dispatch, power trading or power and transmission scheduling. Knowledge of power system operation, power system forecasting, power scheduling techniques, energy accounting and operation and use of scheduling computer systems is highly desirable.

MEDICAL CATEGORY: Group 1

NECESSARY SPECIAL REQUIREMENT

Possession of an appropriate, valid class "C" California Motor Vehicle Operator's License.

CAREER ADVANCEMENT OPPORTUNITIES

FROM: Utilities Power Scheduler/Trader

TO: Utilities Projects/Contracts Manager